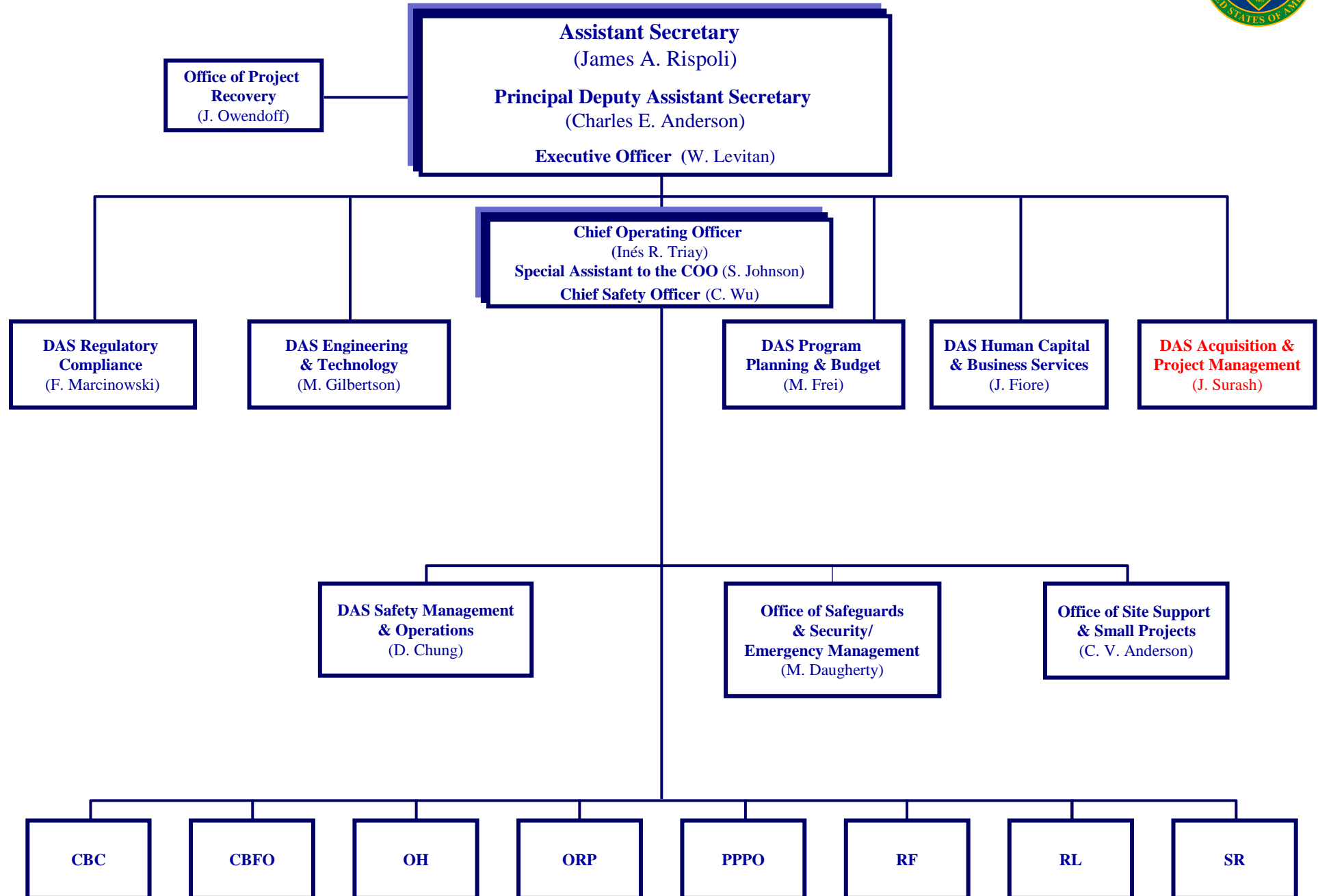
A decorative graphic on the left side of the slide consists of a grid of colored squares. The squares are arranged in a pattern that roughly forms a staircase or a series of steps. The colors include light blue, grey, yellow, and dark blue. The squares are of varying sizes and are arranged in a way that they overlap slightly.

Environmental Management Advisory Board Meeting

J. E. Surash, P. E.
Deputy Assistant Secretary
Acquisition and Project Management
August 23, 2006
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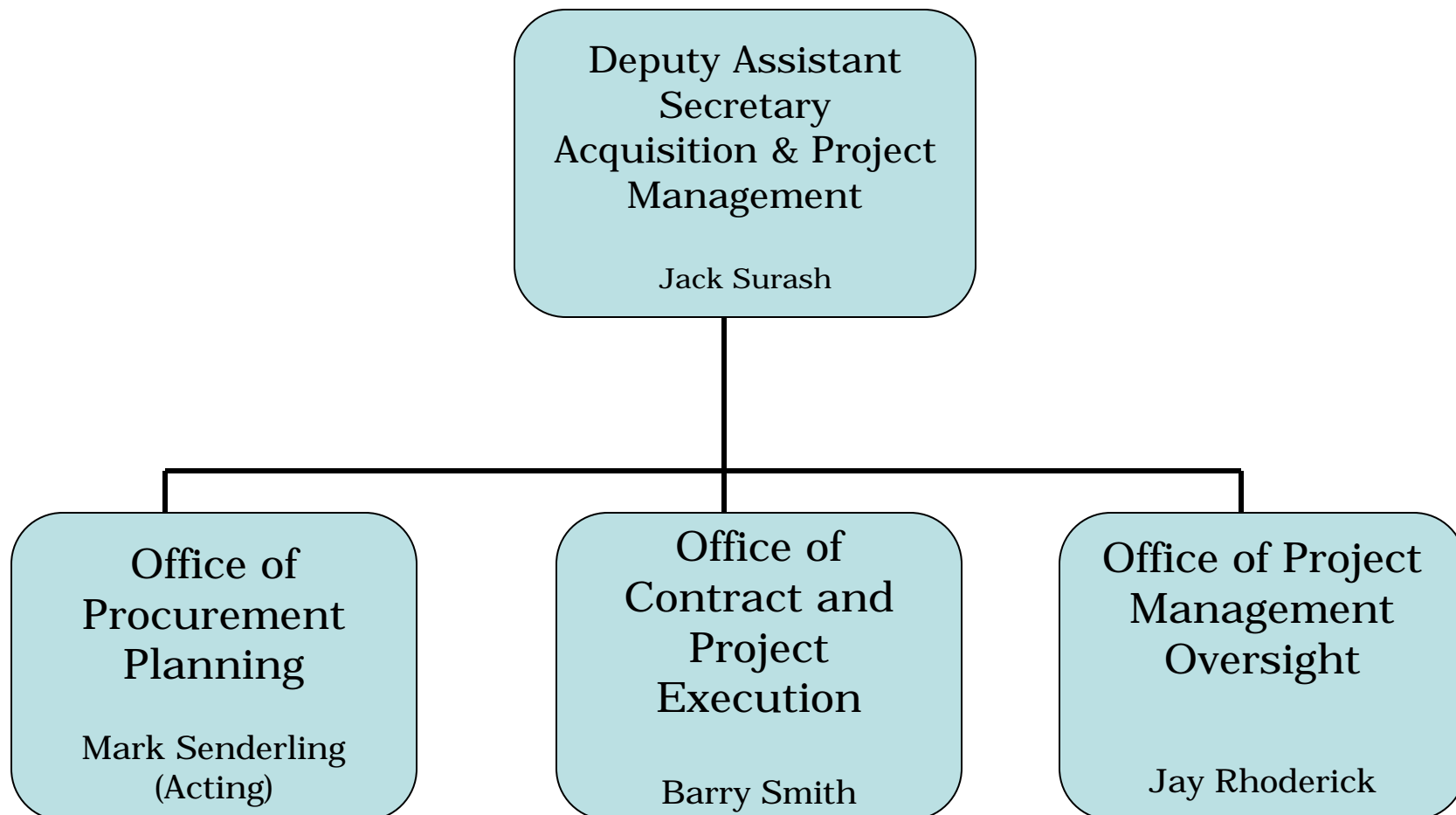
Office of Environmental Management





New DAS A&PM Organization

(effective May 28, 2006)





DAS A&PM

- Ensure effective acquisition and project management in the execution of the EM program
- Develop and implement site and project specific acquisition and contract strategies
- Interact with the Consolidated Business Center (CBC) on procurements at site under its procurement authority
- Oversee the execution of contracts including the execution of all cleanup and closure contracts in the field
- Implementation of project management of projects
- Serve as the primary interface with DOE's Office of Management



EM-51 Procurement Planning Functions

- Long-range planning for the future execution of the EM program
- Strategic planning, contract development, and adequate project planning to achieve Critical Decision 1 (Preliminary Baseline)
- Lead for developing an EM-wide acquisition strategy
- Coordinate site and project-specific acquisition and contract strategies
- Defines need for new contracts
- Preliminary acquisition planning for new scopes of work
- Conducts analyses of performance-based incentives
- Oversees and conducts Source Selection Process
- Conducts trend analyses across DOE that impact EM
- Develops lessons learned and corrective actions to address deficiencies
- Develops and issues guidance on contract language, report format, etc
- Assures implementation of DOE policies on contractor pensions/benefits
- Lead for cost estimating and cost analyses



EM-51 Staffing

- Director (SES)
- 4 Acquisition Strategy Specialists (GS-1101-14/15)
- 2 Management Analysts (GS-343-15)
- 2 General Engineers (GS-801-14)
- 1 Performance Assessment Specialist (GS-303-7)
- 1 Environmental Protection Specialist (GS-028-14)
- Backfill 2 vacancies (GS-1101 & GS-028) with GS-1102 Contract Specialists

Initial addn'l staff to form core of PCO function

- 3 Acquisition Strategy Specialists (EJ-1101-4)
- 3 Contract Specialists (GS-1102-15)
- 3 Contract Price Analysts (GS-1102-15)
- 3 Acquisition Support Analysts/Office Automation (GS-110X-9/10/11)



EM-51 Initiatives

- People/Process/Information Technology
- Recruitment of high caliber acquisition staff
- Instilling discipline in pre-award procurement process
- Alignment of EM HQ, Field and Support Organizations
- Small Business (prime & subcontractor) goals
- Preparing defensible technical/cost evaluations
- Pension and health benefits
- Getting DOE-wide buy-in to procurement improvements



EM-52 Contract & Project Execution Functions

- Coordinate/integrate overall post-award execution of EM contracts
- Interfaces with the Consolidated Business Center and field contracting offices
- Evaluates contractor performance and DOE contract management and takes necessary action to resolve potential issues
- Manages contract modifications related to cost, schedule, fee and departmental liabilities, including recommended disposition of Requests for Equitable Adjustments
- Identifies opportunities for Small Business and serves as the EM Small Business advocate
- Manages the GFSI system and leads resolution of GFSI issues
- Oversees contractor work force restructuring activities
- Collects and maintains information on existing contracts



EM-52 Staffing

- Director (SES)
- 6 Acquisition Specialists (GS-1101-14/15)
- 1 Management Analyst (GS-343-14)
- 1 Environmental Engineer (GS-819-14)
- 1 Secretary (GS-318-8)

- Backfill 1 Vacant GS-1101 with GS-1102 Contract Specialist



EM-52 Initiatives

- People/Process/Information Technology
- Establishment of routine monthly acquisition status reviews for all EM program and field sites
- Proposal to establish a single EM Head of Contracting Activity
- Standardization of EM/HQ process for review of Field submitted contract actions requiring Business Clearance Review
- Early identification of potential funding issues associated with pension and welfare benefits
- Promulgation and implementation of opportunities for small business participation (both prime and subcontract) in EM program activities
- Guaranteed Fixed Priced Remediation
- Backlog of REAs



EM-53 Project Management Oversight Functions

- Manage, integrate, coordinate, and oversee the implementation of project management within EM
- DOE Order 413.3. Project Management for the Acquisition of Capital Assets
- Manages the Environmental Management Acquisition Advisory Board for Critical Decisions
- Coordinates and manages Quarterly Project Reviews
- Develops EM policy for project baselines
- Evaluates progress and performance
- Manages overall EM “Lessons Learned” program
- Develops and maintains EM Integrated Schedule



EM-53 Personnel

- Director (SES)
- 14 Program Analysts (GS-343/501-14/15)
- 1 Program Manager (GS-340-14/15)
- 1 General Engineer (GS-801-15)
- 1 Secretary (GS-318-8)
- Staff will be certified to at least Level 1 in PMCDP



EM-53 Initiatives

- People/Process/Information Technology
- Helping EM convert to “managing projects” instead of “overseeing contracts”
- Conducted project assessments of 88% of the EM projects in preparation of External Independent Reviews
- Conducted EM’s first complete year of Quarterly Progress Reviews
- Instituted the EM Acquisition Advisory Board Process (EMAAB)
- Conducting monthly assessments of EM projects
- Developing EM chapter for DOE Order 413.3 Manual
- Use of Best & Brightness Model
- Earned Value Management System
- Developing EM Integrated Schedule—major effort to link all EM work activities



Conclusion

- People
 - New positions
 - EM Federal Project Director certification requirement
 - Acquisition Training
 - Acquisition Solutions, Inc.
- Process
 - Acquisition and Project Management function is now “at the table”
 - Alignment of project management--procurement--funding
 - HCA/PCO/ACO Alignment
 - EMAAB process for critical decisions
- Information Technology
 - Pre-Award Procurement Solution
 - Post Award Status
 - Environmental Management Integrated Schedule